

COVINGTON & BURLING

UNION TRUST BUILDING

WASHINGTON, D. C. 20005

REPUBLIC 7-5900

December 23, 1966

Mr. Gerald Brodsky  
International Information Incorporated  
2044 Chestnut Street  
Philadelphia, Pa. 19103

Dear Gerry:

As we discussed yesterday, a number of minor questions have been raised concerning your proposal to provide abstracting and computer services to this firm in the development and operation of a legal information storage and retrieval system.

With one exception, these questions are simply points of clarification relating to the text of your proposal P-6060, dated December 8, 1966. The following numbered paragraphs set forth the clarifications which we discussed and agreed upon yesterday. If these paragraphs accurately represent your understanding also, I would appreciate your signing the attached duplicate copy of this letter and returning it to me. We will then continue to consider the acceptance of your proposal on the basis of these clarifications.

1. Page 3-3. Biological Abstracts, Bio Research Titles and Chemical and Biological Activities should also be used to check our literature acquisitions coverage, where practicable. Referativnyi Zhurnal listed in the text, should not be used.

2. Page 3-4. The institutional affiliation and address of each author, not just of the principal author, will be included on the abstract and aperture card for each document in the system, unless and until you fill up the space provided for that information on the forms that you normally use.

3. Page 3-5, third full paragraph. Your abstractors will be instructed not to write only an annotation for "articles covering many different subjects" where original, important information is presented. An

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annotation only will be appropriate where the previously quoted language is synonymous with "review articles".

4. Page 3-6. Where practicable, your abstractors will follow the topics listed here, in the order listed, in writing the abstracts. In addition, we may decide later to break the abstract up into separate paragraphs for each of the listed topics. This will make it possible for the users to look only at the abstract of the conclusions, for example, if that is solely what they are interested in.

5. Pages 3-15, 3-20. Notwithstanding the descriptive material in this text, it will be possible to search for documents in the system by source, (i.e., journal) and and by year of publication.

6. Page 3-15. While the 64 character limit on the designation of the source of each document in the system is absolute, abbreviations will be used so that any foreseeable source can be designated within that limit.

7. Page 3-16. The limit of 510 characters total for all descriptors, suggested in the text, is not absolute. Additional descriptor cards can be used as necessary.

8. Page 3-17. The 255 character limit suggested in the text for the title of documents in the system is not absolute. If the title and accompanying subtitle run to more than 255 characters, another title card will simply be used.

9. Pages A-2, B-2. It is understood that initially the paper-punched tape from which the punched-paper cards are made will be saved. This will provide another measure of insurance against loss of data in the system by fire or other forms of physical damage. Later we may decide that this is unnecessary, and then we will destroy the paper-punched tape immediately after use as a security measure, as suggested in the text.

10. Pages B-1, 3-4. While consultants may be used for the evaluation of articles "in special situations," they will not be retained by 3i without Covington & Burling's approval of their background and fees.

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11. Page B-2. Only "machine hard copy" will be transferred from 31 Pennsylvania facilities to 31 facilities in Silver Spring by personal delivery. However, it is also understood that aperture cards and other material sent by 31 to the users will go only by registered mail and, where urgent, by registered mail, special delivery.

In addition to these quite minor points, one page of the proposal is misleading in its present form and will be retyped by you. This is page 1-5, which suggests a more extensive computer print-out than we had actually decided upon. As noted on page B-2, an answer to a query will be composed only of the descriptors used in framing the question and the list of accession numbers in answer thereto. You will send about 15 copies of revised page 1-5 to us and we will manually insert them in the copies of your proposal which you have previously sent.

With best wishes,

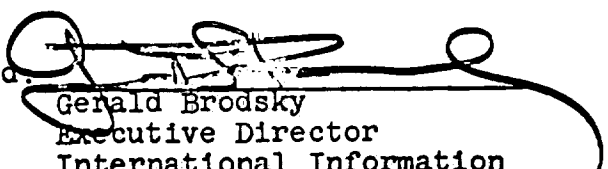
Sincerely,



John B. Denniston

JBD/dae

Approved.



Gerald Brodsky  
Executive Director  
International Information  
Incorporated

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